

# Tulare Joint Union High School District

## Application for Intra-District Transfer: 2024-2025 School Year

This application is for a transfer from the school attendance area in which your student legally resides to another school attendance area within the District and must be completed and signed by the parent/legal guardian prior to its approval or denial by the Board of Trustees. Please visit the school locator on the District website: [www.tulare.k12.ca.us](http://www.tulare.k12.ca.us), to verify your attendance area.

**Students who receive an intra-district transfer will not be allowed to return to their school of residence without applying under the intra-district guidelines (AR 5116.1(d)).**

Please email the application to [intradistrict@tulare.k12.ca.us](mailto:intradistrict@tulare.k12.ca.us) or return to: Tulare Joint Union High School District Office, 426 North Blackstone Street, Tulare, California, no later than **Thursday, December 21, 2023**. Office Phone: (559) 688-2021.

Name of Student: \_\_\_\_\_ Date of Birth: \_\_\_\_\_  
(First) (Middle) (Last)

**Grade Level**  
**For 2024-25:** \_\_\_\_\_ **Gender:** Male  Female  **Telephone**  
**Number:** \_\_\_\_\_

Parent/Legal Guardian Name: \_\_\_\_\_

Home Address: \_\_\_\_\_ City/Zip: \_\_\_\_\_

1. Which High School attendance area is your student assigned to attend?  
 Tulare Union High School  Tulare Western High School  Mission Oak High School

2. Which High School are you requesting your student attend?  
 Tulare Union High School  Tulare Western High School  Mission Oak High School

3. Which school is your student currently attending? \_\_\_\_\_

4. Please check one box and explain the reason for a transfer request below.  
 1. Ed. Code § 35160.5  2. Sibling  3. Staff Member Student  4. Other

Sibling Name: \_\_\_\_\_ Current School: \_\_\_\_\_ **Grade for 2024-2025:** \_\_\_\_\_

5. Explain in detail: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

6. Does your student plan to be involved in athletics? If so, which sports: \_\_\_\_\_

❖ Students who receive an intra-district transfer will be **INELIGIBLE** for all **Varsity Level** sports competition for one calendar year from the date of his/her first day of attendance at their approved school site.  
❖ Students requesting an intra-district transfer to follow a Club Coach will be **INELIGIBLE** to represent the new school in inter school athletic competitions for a period of one calendar year (AR 5116.1(b)).

**I have read and understand the conditions listed above which apply to the intra district transfer request process.**

\_\_\_\_\_  
Parent/Legal Guardian Signature Date

For Office Use Only

Date Received: \_\_\_\_\_ By: \_\_\_\_\_ Attendance Area: \_\_\_\_\_ Sibling Verified: \_\_\_\_\_

Superintendent's Recommendation:  Approve  Deny Board Meeting Date: \_\_\_\_\_

## Tulare Joint Union High School District

### Intra-District Transfer Information 2024-2025 School Year

School	Enrollment	Capacity	Spaces Available
Tulare Union	1,622	1,757	135
Tulare Western	1,886	2,048	162
Mission Oak	1,741	1,854	113

#### **The following conditions will apply to the intra district transfer request process:**

- ❖ Students who receive an intra-district transfer will be **INELIGIBLE** for all varsity level sports competition for one calendar year from the date of his/her first day of attendance at their approved school site.
- ❖ Students requesting an intra-district transfer to follow a Club Coach will be **INELIGIBLE** to represent the new school in inter school athletic competitions for a period of one calendar year (AR 5116.1(b)).
- ❖ Students who receive an intra-district transfer **will not** be allowed to return to their school of residence without applying again under the intra-district guidelines (AR 5116.1(d)).

#### **Spaces Available**

As determined by the district's final enrollment and capacity, there is no guarantee that the spaces available listed above will be filled for that school attendance area unless otherwise determined by the Board due to special circumstances.

The Superintendent or designee may approve a student's transfer to a district school that is at capacity and otherwise closed to transfers under the following conditions (AR 5116.1):

1. Upon finding that special circumstances exist that might be harmful or dangerous to the student in the current attendance area, including, but not limited to, threats of bodily harm or threats to the emotional stability of the student. To grant priority under these circumstances, the superintendent or designee must have received either: (Education Code § 35160.5)
  - A written statement from a representative of an appropriate state or local agency, including, but not necessarily limited to, a law enforcement official, social worker, or a properly licensed or registered professional such as a psychiatrist, psychologist, or marriage and family therapist
  - A court order, including a temporary restraining order and injunction by a judge
2. Priority may be given to a sibling of students already in attendance in that school. In order to qualify for an intra-district transfer based on the sibling condition, a family must have at least two children in a high school at the same time. Once the chain is broken, a student must attend the high school assigned to their attendance area.
3. Priority may be given to a student whose parents/guardian is assigned to that school as his/her primary place of employment as follows:
  - **Certificated Employee** – An employee who is assigned to a part-time or full-time teaching, counseling, or administrative position at the school site (*not a walk-on, temporary, or extra-curricular position*).
  - **Classified Employee** – An employee who is assigned to the school site as a regular member of the classified staff (*not a walk-on, temporary, or extra-curricular position*).
  - Applies only to a staff member whose child's attendance has a direct nexus to the staff member's work site (*would not include district office, adult school, etc.*).

- When a staff member requests to have his/her child attend a school away from his/her work site, the site will be determined by the Board based on enrollment and other pertinent factors as determined by the Board.
- Exceptions to the provisions for certificated and classified employees may be approved by the Board due to special circumstances as determined by the Board.
- Site-level employee transfers will not be subject to the restriction on participation in varsity sports listed under "General Provision", Section E (1). The other provisions do apply.

All students who submit applications to the district office between the open enrollment period of **November 1, 2023, through December 21, 2023**, shall be eligible for consideration for admission to their school of preference. **Submission of an application does not guarantee approval of request.** No applications shall be accepted after the **December 21, 2023**, deadline for intra-district transfer consideration.

**Enrollment in a particular school shall be determined by lottery from the eligible applicant pool if the applicant pool exceeds the number of enrollment openings as determined by the rated capacity calculation.** If additional openings occur during the school year, the selection of students who may enroll shall be determined by lot from the remaining eligible applicant pool. The Superintendent or designee shall inform all intra-district transfer applicants by mail as to whether or not their applications were approved, denied, or placed on a waiting list. Applicants who receive approval for their intra-district transfer request shall confirm their enrollment with that school within two weeks upon receipt of the Superintendent's written notification.

Tulare Joint Union High School District  
Annual Notification to Parents/Guardians Attendance Options  
2024-2025 School Year

Education Code Section 48980(j) requires that schools notify parents/guardians of the following each school year:

**1. Current Statutory and Local Attendance and Programmatic Options in the District**

Students may elect to attend one, or a combination of the schools or programs listed below, unless restricted by Board Policy related to racial/ethnic balance and schools currently over capacity.

**1.1 Tulare Union High School, Tulare Western High School, and Mission Oak High School**

Tulare Union, Tulare Western, and Mission Oak are 9-12 grade comprehensive high schools, which offer a full range of academic and vocational programs.

**1.2 Tulare Tech Prep**

Tulare Tech Prep is a 9-12 grade continuation high school, which offers the required courses for graduation plus several job preparation programs intended to familiarize students with a variety of occupations.

**1.3 Sierra Vista Charter High School**

Sierra Vista Charter High School is open to all 9-12 grade students who wish to attend an independent study program. The curriculum will be expanded to offer hybrid learning opportunities including face-to-face instruction, independent study, and online original credit courses as well as online credit recovery courses.

**1.4 Countryside High School**

Countryside High School provides an opportunity for students in grades 9-12 who are best served by a small classroom environment. The academic curriculum is joined with a behavior management program and mental health services provided by a full time therapist and case managers.

**1.5 Tulare Adult School**

The Tulare Adult School offers classes required for the high school diploma and is available to all students who are 18 years and older. Students may take adult school classes concurrently with high school classes as needed.

**1.6 Accelerated Charter High School**

Accelerated Charter High School (ACHS), will provide students grades 11-12 the opportunity to accelerate credits in a smaller high school setting. Students will be able to earn required graduation credits and concurrently enroll in career technical courses through College of the Sequoias.

**2. Attendance Options for 2024-2025**

**2.1** Tulare Union High School is projected to have approximately **135** spaces available for intra-district transfers.

**2.2** Tulare Western High School is projected to have approximately **162** spaces available for intra-district transfers.

**2.3** Mission Oak High School is projected to have approximately **113** spaces available for intra-district transfers.

### 3. **Intra-District Transfers Requests**

**3.1** For **2024-2025** the Board will consider intra-district transfer requests only under the following conditions:

1. Ed. Code § 35160.5
2. Siblings – In order to qualify for an intra-district transfer based on the sibling condition, a family must have at least two children in a high school at the same time. Once the chain is broken, a student must attend the high school assigned to their attendance area.
3. Staff Member Student as per Administrative Regulation (AR 5116.1).
4. Space Available at a particular site.

**3.2** Intra-district applications for transfer are available from the Tulare Joint Union High School District office, 426 North Blackstone Street, Tulare or are available online at [www.tulare.k12.ca.us](http://www.tulare.k12.ca.us).

**3.3** All students who submit applications to the district office between the open enrollment period of **November 1, 2023, through December 21, 2023**, shall be eligible for consideration for admission to their school of preference. **Submission of an application does not guarantee approval of request.** No applications shall be accepted after the **December 21, 2023**, deadline for intra-district transfer consideration.

**3.4** All transfer requests approved by the Board are restricted to that student only and **does not apply to any younger siblings in the family as they enter high school.**

### 4. **Residency Requirements for Students**

**4.1** It is also the policy of the Tulare Joint Union High School District to accept **all students** residing within the boundaries of the district, unless they have been expelled from the public schools and ordered to attend Community School, or they pose a serious threat to the safety of staff or students.